

OPERATION & MAINTENANCE LOGS:

1. A log book shall be kept in the chief engineers office that states what equipment is running, what equipment is down for repair or preventative maintenance, and the weather forecast along with a current outside air temperature reading every two hours.
2. This should also include the temperature readings of all the major equipment that is currently on line. The operator should also include any comments pertaining to the operation of the building during his tour of duty and **note any critical conditions in red ink.**
3. A separate logbook should be kept in the (boiler/chiller) room that details the readings taken (per manufacturer specifications) every (two) hours.
4. This logbook should also include a section for comments specific to the operation of the equipment, weather conditions, etc.
5. **ALL INDIVIDUALS, UPON REPORTING FOR DUTY, ARE TO READ AND INITIAL THE LOGBOOK FROM THE PREVIOUS SHIFT.**

SECTION J
EXHIBIT 8- SAFETY AND HEALTH

PART I - GENERAL:

1. **APPLICABLE PUBLICATIONS:** The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

A. Code of Federal Regulations (CFR):

- (1) OSHA General Industry Safety and Health Standards (29 CFR 1910); OSHA Construction Industry Standards (29 CFR 1926). Single copies of these regulations are available from the local OSHA Area Office, and these documents are for sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.
- (2) National Emission Standards for Hazardous Air Pollutants (40 CFR, Part 61).
- (3) Environment Protection Agency (EPA) Final Rule (40 CFR Part 761) dated July 17, 1985.

B. Federal Standard 313: Material Safety Data Sheets, Preparation and the Submission of.

2. **WORK COVERED BY THIS SECTION:** This section is applicable to all work performed as part of this contract.

3. **DEFINITION OF HAZARDOUS MATERIALS:** Refer hazardous and toxic materials substances included in Subparts H and Z of 29 CFR 1919; and to others as defined in Federal Standards 313.

A. Those most commonly encountered can include pesticides, cleaning agents, paints, adhesives, strippers, solvents, asbestos, polychlorinated biphenyl's (PCB's), explosives and radioactive material, but may include others.

B. The most likely products to contain asbestos are sprayed-on fireproofing, insulation, boiler lagging, pipe covering and likely products to contain PCB's are transformers, capacitors, voltage regulators, fluorescent light ballast's and oil switches.

4. QUALITY ASSURANCE:

- A. Safety Meeting: Representatives of the Contractor shall meet with the COR prior to contract start for the purpose of reviewing the Contractor's safety and health provisions pertinent to the work to be performed under the contract. The Contractor shall be prepared to discuss, in detail, the measures he intends to take in order to control any unsafe or unhealthy conditions associated with the work. The level of detail for the safety meeting is dependent upon the nature of the work and the potential inherent hazards. The Contractor's Project Manager (PM) shall attend this meeting.
- B. Compliance With Regulations: All work, including contact with and handling of hazardous materials, the disturbance of dismantling of structures containing hazardous materials and/or the disposal of hazardous materials shall comply with the applicable requirements of 29 CFR 1926/1910 and 40 CFR 761. Work involving the disturbance, dismantling of asbestos or asbestos containing asbestos; and/or the disposal and removal of asbestos, shall also comply with the requirements of 40 CFR, Part 61, Subparts A and M. All work shall comply with applicable state and municipal safety and health requirement. Where there is a conflict between applicable regulations, the most stringent shall apply.
- C. Contractor Responsibility:
 - (1) The Contractor shall assume full responsibility and liability for compliance with all applicable regulations pertaining to the health and safety of personnel during the execution of work, and shall hold the Government harmless for any action on his part or that of his employees or subcontractors, which results in illness, injury or death.
 - (2) Construction Contractors shall comply with the following additional requirements:
 - (a) Compliance with the accepted accident prevention plan written by the Contractor for the specific work, submitted to the Government, and reviewed by the CO. The Contractor's plan will be job specific and will include work to be performed by the subcontractors, and measures to be taken by the Contractor to control hazards associated with materials, services, or equipment provided by suppliers.
 - (b) Prior to beginning each major phase of work, an Activity Hazard Analysis (AHA) (phase plan) shall be prepared by the Contractor for that phase. The analysis will address the hazards for each activity performed in that phase and will present the procedures and safeguards necessary to eliminate the hazards or reduce the risk to an acceptable level.

A phase is defined as an operation involving a type of work presenting hazards not experienced in previous operations or where a new subcontractors or work crew is to perform work. The analysis will be discussed by the Contractor and Government on-site representatives. Work will not proceed on that phase until the Activity Hazards Analysis (phase plan) has been forwarded to the COR.

- (c) Regularly scheduled safety meetings shall be held at least once a week for all supervisors on the project to review past activities to plan ahead for new or changed operations, and establish safe working procedures for anticipated hazards. An outline of each meeting shall be submitted to the COR.
- (d) At least one safety meeting shall be conducted weekly by field supervisors or foreman for all workers. An outline report of the meeting giving date, time, attendance, subjects discussed and who conducted it shall be maintained and copies furnished to the designated authority on request.

5. SUBMITTALS:

These submittals are required for all contracts:

- A. Accident Reporting: Serious accidents such as those resulting in treatment of an injury at a medical facility; or damage to property other than that of the contractor will be reported to the Contracting Officer's Representative by telephone **within twenty-four hours** of the occurrence. A copy of each accident report, which the Contractor or subcontractor submits to their insurance carriers, shall be forwarded through the Contracting Officer's Representative, no later than seven (7) calendar days after the day the accident occurred.
- B. Permits: If hazardous materials are disposed of off site, submit copies of permits from applicable, Federal, state, or municipal authorities and necessary certificates that the material has been disposed of as per regulations. Submit GSA Form 1755, Welding, Cutting, and Burning Permit when required.
- C. Scaffoldings: All scaffolding that is erected on this job will be erected in accordance with the requirements of 29 CFR 1926.451. For scaffolding over two sections high, a scaffold erection plan will be developed by the Contractor, certified by an engineer and provided to the CO prior to set up. Once in place, the scaffold will be inspected prior to use, daily thereafter, and documented by Contractor's assigned safety officer. Scaffold anchor points will also be inspected prior to use, daily thereafter, and documented by contractors assigned safety officer. Weekly reports will be provided to the COR for inclusion in the contract record.

D. Other Submittals: Other submittals shall be required. One such submittal is a plan of action for all handling hazardous materials. The hazardous materials plan of action shall contain the following:

- (1) Identification of possible hazards, problems, and proposed control mechanisms.
- (2) Description of how applicable safety and health regulation and standards are to be met.
- (3) Protection of public or others not related to the operation.
- (4) Number, type, specialized training completed and experience of employees to be used for the work.
- (5) Type of protective equipment and work procedure to be used.
- (6) Material Safety Data Sheets (MSDS) of and procedures for using, disposing of, or storing the toxic/hazardous materials (See 29 CFR 1910.1200 also.)
- (7) Emergency procedures for accidental spills or explosions.
- (8) Interfacing and control of subcontractors, if any.
- (9) Identifications of any required analyses test demonstrations and validation requirements.
- (10) Methods of certification for compliance.

These additional submittals are required for all construction contracts:

E. Accident Prevention Plan:

- (1) Prior to commencements of work at a job site, an acceptable accident prevention plan written by the Contractor for the specific work and will be reviewed by the CO. On contract operations, the Contractor's plan will be job specific and will include work to be performed by suppliers.
- (2) The accident prevention plan shall provide for frequent and regularly scheduled safety inspections of the work sites, materials, and equipment by competent persons. A record of identified safety and health deficiencies and corrective measures taken shall be maintained at the site.

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- F. Activity Hazard Analysis: An Activity Hazard Analysis (AHA) shall be developed for each contract activity and operation occurring in each major phase of work. The Contractor shall develop the plan to identify the sequence of work, the specific hazards anticipated, and the control measures to be implemented to minimize or eliminate each hazard.

The AHA shall be job specific and shall address the following:

- (1) Activity being performed (Identify major phase).
- (2) Sequence of work.
- (3) Hazards to be controlled in each activity.
- (4) Material safety Data Sheets for Hazardous Materials.

- G. Contractor's Accident Prevention Plan Format: The following guidance is provided for the preparation of contractor accident prevention plans. Failure to provide the required information is likely to result in delayed project start-up or other appropriate action by the Contracting Officer. The accident prevention plan needs to address the following:

- (1) Administration responsibilities for affecting the Accident Prevention Plan (identified and accountability Contractor personnel responsible for accident prevention.)
- (2) Local requirements, if any, which must be complied with, i.e., noise control, traffic problems etc.
- (3) Method the Contractor proposes to control and coordinate work of Subcontractors.
- (4) Plans for layout of temporary construction buildings and facilities, including how Contractor plans to control those of Subcontractors.
- (5) Plans for initial indoctrination, continued safety education, and training for the Contractors employees.
- (6) Plans for traffic control and marking of hazards.
- (7) Plans for maintaining continued job cleanup, safe ingress and egress.
- (8) Plans for fire protection and dealing with emergencies (ambulance service, fires, etc.).

- (9) Plans for inspection of the job sites by competent persons including reports to be kept, results of the inspections, and corrective actions taken.
- (10) Procedures to be used for accident investigation.
- (11) Details of fall protection systems.
- (12) Description and sketch of temporary power distribution system.

PART 2 - PRODUCTS

1. **MATERIAL AND EQUIPMENT:** Special facilities, devices, equipment, clothing and similar items used by the Contractor in the execution of work shall comply with the applicable regulations.
2. **HAZARDOUS MATERIAL:** The Contractor shall bring to the attention of the COR any material suspected of being hazardous which he encounters during execution of the work. A determination will be made by the CO as to whether the Contractor shall perform tests to determine if the material is hazardous. If the COR directs the Contractor to perform tests, and/or if the material is found hazardous and additional protective measures are needed, a contract change may be required, subject to applicable provisions of this contract.

PART 3 - EXECUTION

1. **CONSTRUCTION STOP WORK ORDERS:** When the Contractor or his subcontractors are notified by the COR of any noncompliance with the provisions of the contract and the action(s) to be taken, the Contractor shall, immediately, if so directed, or within 48 hours after receipt of a notice of violation and correct the unsafe or unhealthy condition. If the Contractor fails to comply promptly, all or any part of the work being performed may be stopped by the COR with a "Stop Work Order". When, in the opinion of the COR, satisfactory corrective action has been taken to correct the unsafe and unhealthy condition, a start work order will be given immediately. The Contractor shall not be allowed any extension of time or compensation for damages by reason of in connection with such work stoppage.
2. **PROTECTION:**

The following are public protection requirements for this contract:

- A. **Contractor Responsibility:** The Contractor shall take all necessary precautions to prevent injury to the public, building occupants, or damage to property of others. For the purposes of this contract, the public or building occupants shall include all persons not employed by the Contractor or a subcontractor working under his direction.

- B. Welding, Cutting, and Burning: GSA specifically requires permits for welding, cutting, and burning. These permits, GSA Form 1755, Welding, Cutting and Burning, shall be obtained each day from the Contractor Project Manager wherever welding, cutting or any open flame work is performed.
- (1) Work areas shall be kept clear of combustibles within a 25-foot radius of any open flame work. Combustibles, which cannot be removed, shall be covered with flame-resistant blankets.
 - (2) Compressed gas cylinders shall be secured in a vertical position at all times. Valve protection caps shall be in place whenever cylinders are moved or stored.
 - (3) Appropriate fire extinguishers shall be maintained at welding and cutting operations.
 - (4) A designated fire watch shall sign and return the permit. The fire watch shall be on duty during operations and for a sufficient time afterwards to ensure no possibility of fire exists.
- C. Storage: Storing, positioning or use of equipment, tools, materials, scraps, and trash in a manner likely to present a hazard to the public or building occupants by its accidental shifting, ignition, or other hazardous qualities is prohibited. Storing of combustible or flammable liquids shall be in accordance with the current edition of the National Fire Protection Association Code for Flammable and Combustible Materials (NFPA 30).
- D. Obstructions: No corridor, aisle, stairway, door, or exit shall be obstructed or used in such a manner as to encroach upon routes of ingress or egress utilized by the public or building occupant, or to present unsafe or unhealthy condition to the public or building occupant.

The following are public protection requirements for that portion of this contract, which are related to construction work:

- E. Protection of the Public and Federal Employees: Work shall not be performed in any area occupied by the public or Federal employees unless specifically permitted by the contract or the COR and unless adequate steps are taken for the protection of the public or Federal employees.
- F. Fences and Barricades: Whenever, practicable, the work area shall be fenced, barricaded, or otherwise blocked off from the public or building occupants to prevent unauthorized entry into the work area.

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- G. Alternate Precautions: When the nature of the work prevents isolation of the work area and public or building occupants may be in or pass through, under or over the work area, alternate precautions such as the posting of signs, the use of signal persons, the erection of barricades or similar protection around particularly hazardous operations shall be used as appropriate.
- H. Public Thoroughfare: When work is to be performed over a public thoroughfare such as a sidewalk, lobby, or corridor, the thoroughfare shall be closed, if possible or other precautions taken such as the installation of screens or barricades. When the exposure to heavy falling objects exists, as during the erection of building walls or during demolition, special protection of the type detailed in 29 CFR 1910/1926 shall be provided.
- I. Temporary Construction Barriers: Temporary construction barriers, partitions which cover a hole in a rated fire wall, or separate the construction from public access and exit corridors shall be erected floor-to-ceiling, wall-to-wall, and remain in place for the duration of the project. The minimum construction standards for these temporary barriers shall be metal studs 16 inches on center, anchored top and bottom, and covered with a minimum of one layer of 1/2 inch gypsum wallboard.
- J. Roof Work: During the performance of roofing work on low-pitch roofs, employee will be protected as required by the Occupational Safety and Health Administration (OSHA) standards contained in 29 CFR 1926.500, except that a safety monitoring system is not an allowable option when working within six feet of the roof edge, railings complying with OSHA standard will be erected at the roof edge, or motion-stopping safety systems will be used.
- K. Removal of Fences and Barricades: Fences and barricades shall be removed upon completion of the project, in accordance with local ordinance and to the satisfaction of the COR.

SECTION K
REPRESENTATIONS, CERTIFICATIONS, AND OTHER
STATEMENTS OF OFFERORS

K-1 Remittance Address

When the Contractor wishes payments to be mailed to an address other than that indicated on the SF 33 - Solicitation, Offer and Award - he shall insert the proper remittance address in the space provided below:

Is the above address a Vendor Express Program Address (See IV-L-2)?

[] Yes

[] No

K-2 FAR 52.214-16 Minimum Bid Acceptance Period. (Apr 1984)

(a) "Acceptance period," as used in this provision, means the number of calendar days available to the Government for awarding a contract from the date specified in this solicitation for receipt of bids.

(b) This provision supersedes any language pertaining to the acceptance period that may appear elsewhere in this solicitation.

(c) The Government requires a minimum acceptance period of 120 calendar days.

(d) In the space provided immediately below, bidders may specify a longer acceptance period than the Government's minimum requirement.

The bidder allows the following acceptance period: _____ calendar days.

(e) A bid allowing less than the Government's minimum acceptance period will be rejected.

(f) The bidder agrees to execute all that it has undertaken to do, in compliance with its bid, if that bid is accepted in writing within--

(1) The acceptance period stated in paragraph (c) of this clause; or

(2) Any longer acceptance period stated in paragraph (d) of this clause.

(End of provision)

K-3 FAR 52.219-21 Small Business Size Representation for Targeted Industry Categories under the Small Business Competitiveness Demonstration Program (May 1999) [Complete only if the Offeror has represented itself under the provision at 52.219-1 as a small business concern under the size standards of this solicitation.]

Offeror's number of employees for the past 12 months [check this column if size standard stated in solicitation is expressed in terms of number of employees] or Offeror's average annual gross revenue for the last 3 fiscal years [check this column if size standard stated in solicitation is expressed in terms of annual receipts]. [Check one of the following.]

No. of Employees Avg. Annual Gross Revenues

____ 50 or fewer ____ \$1 million or less

____ 51 - 100 ____ \$1,000,001 - \$2 million

____ 101 - 250 ____ \$2,000,001 - \$3.5 million

____ 251 - 500 ____ \$3,500,001 - \$5 million

____ 501 - 750 ____ \$5,000,001 - \$10 million

____ 751 - 1,000 ____ \$10,000,001 - \$17 million

____ Over 1,000 ____ Over \$17 million

(End of provision)